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S H A W N E E L I B R A R Y S Y S T E M

Rural Route 2, Box 136A
Carterville, Illinois 62918

TO: Shawnee Library System Board of Directors and Member Libraries
FROM: James A. Ubel, Director
SUBJECT: Annual Report for 1970-1971
DATE: July 19, 1971

THE LIBRARY OF THE
AUG 30 1971

Our fifth year of operation marks the end of our five-year establishment period, and I am happy to report that all the requirements of the State Library's "Rules and Regulations for Library Systems and State Aid" have been substantially met. Our efforts and accomplishments have been matched by our member libraries, whose combined circulation this year exceeded one million volumes for the first time.

Several improvements in our resources and service program were made. Included were:

1. Opening new Reading Centers in Kaskaskia Island, Prairie du Rocher, Sesser, and Steeleville.
2. Acquisition of the State Library card catalog on microfilm.
3. Designation as a depository library for U.S. Government publications and Illinois State documents.
4. Development of a System Borrower's Card Plan.

STAFF

Our employee turnover rate is now very low. Shawnee's employees have been on the job an average of 33 months. The staff is to be commended for capably keeping up with our greatly increased volume of business this year, with no increase in staff size.

The present staff of the Shawnee Library System is as follows:

Professional Librarians	5
Secretarial and Clerical	7
Drivers, Maintenance, and Custodial	2
Part-time and Temporary Employees	<u>6</u>
Total	20

The professional staff represents training in librarianship at four colleges and universities and experience in fifteen libraries. Included are public, school, special, and college libraries and library school teaching.

BUILDING AND EQUIPMENT

The portion of the building used by S. I. U. will be vacated this autumn when Morris Library's new Undergraduate Library opens. At that time we will be able to purchase additional bookstacks with money reserved for that purpose. Our shelving situation is by no means critical, but with our growing collection and the addition of many periodicals and documents, more bookstacks will eventually be needed.

One of our two major building problems was solved when our leaking roof was finally repaired this spring and a satisfactory agreement reached with our contractors. The other problem, excessive humidity, is being attacked by a new air conditioning firm.

Several major items of equipment were purchased: a 1971 station wagon, replacing a well-used 1967 model; four additional card catalog units; and a microfilm reader-printer. The equipment inventory on June 30 showed the total original price of our equipment at \$89,941.20.

LIBRARY MATERIALS

	Total Volumes June 30, 1970	Added 1970-71	Withdrawn 1970-71	Total Volumes June 30, 1971
Adult Non-fiction	37,517	11,480	119	48,878
Adult Fiction	10,393	2,856	85	13,164
Juvenile	24,330	4,129	136	28,323
Total Books	72,240	18,465	340	90,365
Recordings	4,016	638	30	4,624
Films	136	63	0	199
Periodical Volumes	547	370	0	856
Total Items	76,939	19,475	370	96,044

SERVICES

1. Advisory Service

Our professional staff is frequently called upon for advisory and consultant work. Requests for assistance range from questions that can be answered by telephone to projects that involve working several days with a single library selecting books, weeding the book collection, introducing work simplifications procedures, or planning a new building. We welcome and encourage such requests for assistance.



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<https://archive.org/details/annualreport00shaw>

2. Reference Service

The Library System is a vital cog in the network of reference and interlibrary loan activity in Illinois. Patrons of our member libraries who need information or specific books that are not available locally have their librarian request the material from the System. If the requested material is not owned by Shawnee, it is borrowed from Southern Illinois University, the Illinois State Library, or from other sources and sent to the local library. As our own book collection grows, a larger percentage of requests are filled from our collection, resulting in quicker, more economical service.

The acquisition of the State Library card catalog on microfilm is another improvement in our reference and interlibrary loan service. Not only does use of a microfilm reader-printer save valuable staff time, but patrons receive State Library books at least one day sooner than before.

Number of Reference	1966-67	2,336
and Interlibrary	1967-68	5,957
Loan Transactions	1968-69	12,186
	1969-70	19,610
	1970-71	25,783
	Total	65,872

Source of Material Filling Reference Requests:

	Shawnee Headquarters	S. I. U. Morris Library	State Library	Other Sources	Total
1968-69	6,795 (56%)	2,672 (22%)	2,641 (22%)	67	12,186
1969-70	12,439 (63%)	3,642 (19%)	3,476 (18%)	53	19,610
1970-71	18,392 (71%)	3,621 (14%)	3,707 (15%)	73	25,793

All libraries and reading centers used the reference and interlibrary loan network--most used it heavily.

Alto Pass	27	Carterville	1,969
Anna	482	Chester	484
Benton	528	Christopher	173
Cairo	710	Coulterville	224
Carbondale	479	Crossville	276
Carmi	1,405	Du Quoin	453
Carrier Mills	759	Eldorado	907

Enfield	726	Mounds	615
Evansville	218	Murphysboro	908
Golconda	176	Pinckneyville	861
Goreville	546	Prairie du Rocher	40
Grayville	721	Rosiclare	285
Harrisburg	507	Sesser	169
Herrin	250	Shawneetown	1,098
Indian Creek Township	445	Sparta	869
Johnston City	150	Steeleville	55
Jonesboro	422	Vienna	402
Karnak	117	V. T. I.	139
Kaskaskia Island	79	West Frankfort	744
McLeansboro	720	Wolf Lake	85
Marion	587	Zeigler	345
Marissa	1,514	All Others	301
Metropolis	1,217	Talking Books	<u>1,547</u>
Mound City	59		25,793

3. Rotating Collections

Each member library is visited by our bookmobile every other month for a two-hour period. Supplementary collections averaging 600 books and records are maintained at each library, and 200 books are rotated at each stop. Rotating collections are also maintained at reading centers. These collections are selected by the System librarians and delivered by station wagon.

A third type of rotating collection is the special exhibit collection. Thirteen special exhibits, containing 75 to 100 books on a specific topic, are sent to libraries with appropriate display and publicity materials.

Books Loaned in	1966-67	22,071
Rotating Collections	1967-68	41,515
	1968-69	51,566
	1969-70	63,381
	1970-71	<u>58,611</u>
	Total	237,144

4. Films

During the year we added 63 new prints in an effort to keep up with the rapidly rising demand for films. Our present collection of 199 films includes 20 titles on loan from the National Film Board of Canada.

Since the film service began in 1968, our small collection has received over 8,000 showings, with many of our older titles shown over 100 times. While our patrons have taken good care of the films, it is inevitable that such heavy use produces wear and tear--usually at the beginning of the reel. Replacement footage for approximately 20 films was purchased.

Film Use	Showings	Audience
1968-69	677	24,220
1969-70	2,846	106,751
1970-71	<u>5,198</u>	<u>177,806</u>
Total	8,721	308,777

5. System Borrower's Card

A Plan for a System Borrower's Card was inaugurated on July 1, 1971, after several discussions by the System Board and numerous opportunities for member libraries to contribute to the Plan's development. A System Borrower's Card enables a borrower in good standing at any participating library to borrow materials from any other participating library. The Plan was adopted as a service for the many citizens in Southern Illinois who live in one community, but work, shop, visit, or go to school in another.

IN CONCLUSION

A period of five years is a good time to look back and assess the current public library situation in Southern Illinois against the situation that existed when the Shawnee Library system was organized in 1966. In a non-statistical assessment such as this, generalizations are unavoidable; and I realize that some public libraries have made substantial improvements in their services while a few have made little movement. None, I believe, have gone backwards.

In the statutes creating library systems, in the "Rules and Regulations of Library Systems," and in the prevailing philosophy of the State Library, the stated goal of library service in Illinois is twofold: first, that every citizen of the state have local access to good public library service; and, second, that the total library resources in Illinois be available to every resident. Firmly imbedded is the idea that strong local public libraries, locally controlled, are the foundations for good service and that System services and State Library services are to supplement--not replace--local efforts.

On the positive side, Shawnee's first years centered on developing basic System services: reference and interlibrary loan, an entry into the audio-visual field, and the provision of an ample supply of newer books to every

The first part of the report deals with the general situation of the country. It is a very interesting and informative study of the country's development. The second part of the report deals with the specific details of the country's development. It is a very detailed and thorough study of the country's development.

Year	Population	GDP	Exports
1950	100	100	100
1955	110	110	110
1960	120	120	120
1965	130	130	130
1970	140	140	140
1975	150	150	150
1980	160	160	160
1985	170	170	170
1990	180	180	180
1995	190	190	190
2000	200	200	200

The third part of the report deals with the specific details of the country's development. It is a very detailed and thorough study of the country's development. The fourth part of the report deals with the specific details of the country's development. It is a very detailed and thorough study of the country's development.

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library on a rotating basis. Our member libraries responded enthusiastically to these services and added many improvements of their own. The most notable area of advance made by the member libraries has been in improving library buildings and equipment and, to a lesser degree, in adding additional staff to handle increased library use. The net result in improved library service to those communities having public libraries has been satisfying and has made our effort and expenditure worthwhile.

On the negative side, we have made little progress toward solving the problem of providing service to all of our citizens. In 1966, our unserved population was 171,638. The creation of two public libraries--Shawneetown and Evansville--plus the shift in population revealed by the 1970 census reduced this figure to 157,934 in 1971. Our ten reading centers offer an interim form of service to approximately 40,000 of these people, and many use neighboring public libraries; but the fact remains that almost one-half of our population does not have access to a public library of their own and does not contribute to local public library support.

In the next five years I enthusiastically look forward to working more with unserved communities and with the staff and boards of our member libraries to explore ways of bringing public library service on a sound financial basis to all of our citizens. This can be done by creating additional public library units or connecting existing libraries into larger units of service.

The Board of Directors and staff of the Shawnee Library System have been charged with the responsibility of providing the leadership for public library development in Southern Illinois and for achieving the goals of the Library System Act. I am confident that five years from now we can look back at our accomplishments with as much pride and satisfaction as we do now.

Board of Directors

Marion
Pinckneyville
Murphysboro
West Frankfort
Cairo
Carbondale
Carterville
Chester
Herrin

McLeansboro

Metropolis
Mound City
Mounds
Shawneetown
Zeigler

President, Mr. William J. Novick
Vice-President, Mr. William Webber
Secretary, Miss Alberta Pautler
Treasurer, Mrs. Afton Wolfe
Mr. Robert H. Swoboda
Dr. Ralph E. McCoy
Mrs. Edna Travis
Mrs. E. H. Herschbach
Mr. Anthony B. Venegoni
Mrs. Snyder Herrin
Mrs. Carl H. Dietz
Mrs. Frank Bonan
Mrs. Charles Jackson
Miss Martha Ellen Evers
Mrs. Maudie Bell Hill
Mr. William C. Lawler
Mrs. Nancy Proctor

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Chairman, Dr. Ralph E. McCoy
Mrs. Snyder Herrin
Mrs. Edna Travis

Building Committee

Chairman, Mr. William J. Novick
Dr. Ralph E. McCoy
Mr. Robert H. Swoboda

Finance and Budget Committee

Chairman, Mrs. Afton Wolfe
Mr. William C. Lawler
Mr. Robert H. Swoboda

Insurance Committee

Chairman, Mrs. Frank Bonan
Mrs. Charles Jackson
Miss Alberta Pautler

Personnel Committee

Chairman, Mr. William Webber
Mrs. E. H. Herschbach
Mrs. Nancy Proctor

Member Libraries

<u>Library</u>	<u>Librarian</u>
Anna	Miss Mary Bacon
Benton	Mrs. Mildred McClendon
Cairo	Mrs. Virginia Walker
Carbondale	Mrs. Zella E. Rath
Carmi	Miss Elaine Foster
Carrier Mills	Mrs. Hugh Miller
Cartersville	Miss Cavanah Scoby
Chester	Mrs. Frances McDonald
Christopher	Mrs. Ruth Browning
Coulterville	Mrs. Irene V. Skinner
Du Quoin	Miss Lilian L. Sawyer
Eldorado	Mrs. Jessie E. Patton
Evansville	Mrs. Margaret Heuman
Golconda	Miss Genevieve Paulin
Grayville	Mrs. Harvey Legg
Harrisburg	Mrs. Mary Jane Rice
Herrin	Mrs. Olive Kirsch
Indian Creek Township	Mrs. Lucille Veatch
Johnston City	Mrs. Mary L. Love
Jonesboro	Miss Teddie Whitacre
Marion	Mrs. Jessie Gray
Marissa	Mrs. Marjorie A. Hemphill
McLeansboro	Mrs. Marie Hamilton
Metropolis	Mrs. Mary Hille
Mound City	Miss Sherri Dover
Mounds	Mrs. Ethel B. Hartman
Murphysboro	Mrs. Emma S. Hough
Pinckneyville	Mrs. Mildred Craig
Rosiclare	Miss Margaret Conley
Shawneetown	Mrs. Lucille Drone
Sparta	Mrs. Mildred E. Downen
Vienna	Mrs. Elizabeth Gillespie
West Frankfort	Mrs. Helen L. Clem
Zeigler	Mrs. Sue Kennedy

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SHAWNEE LIBRARY SYSTEM
Annual Report for 1977-1978

This was another successful year for the Shawnee Library System. We made a number of service improvements that enabled our member libraries to give the best possible library service to the citizens of southern Illinois. Highlights of the year include a 10% increase in the provision of special library materials to all agencies, the addition of four new service outlets, an extensive revamping of our 16mm film collection, and numerous activities to familiarize librarians and library trustees about several new laws affecting all libraries.

New laws concerning copyright, unemployment compensation, and minimum wages had an impact on all libraries. In an effort to assist libraries in understanding and adapting to new circumstances Shawnee prepared a workshop to explain and distribute materials, issued several advisory bulletins, and worked individually with many librarians and trustees. We also worked closely with public libraries to assist them in applying for equalization aid and in completing their annual reports.

Continuing education for librarians and trustees remains an important system activity. The very successful ABC's Institute sponsored by four library systems was an opportunity for 95 librarians and trustees to participate in an intensive four-day workshop covering library administration, budgeting and community relations. The ABC's Institute was co-sponsored by Southern Illinois University and the Illinois State Library.

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UNIVERSITY OF ILLINOIS
AT URBANA-CHAMPAIGN

The Shawnee Library System also conducted workshops covering library legislation, children's literature, weeding, and collection development.

The new Art Exchange gave talented local artists an opportunity to display and sell their works in participating public libraries. Artists furnished almost 300 original paintings and drawings that were distributed by the System. The art works enhance the library and enable the public library to take another step toward becoming a true cultural center for the community. Southern Illinois is exceptionally rich in art talent, and the Shawnee Library System is anxious to do all it can to encourage the production and appreciation of all the arts.

Our information services department experienced a banner year with a 15% increase in business. The staff filled 70,315 reference and interlibrary loan requests. Of these, 87% were filled with system-owned materials and 13% were borrowed from libraries in the Illinois Interlibrary Loan Network (ILLINET) and elsewhere. A number of reference and interlibrary loan procedures were revised, which enabled the staff to cope with the increased volume of business and still manage to improve service.

Activity in the Talking Books Department increased by 10%. Blind and physically handicapped residents of southern Illinois borrowed 14,876 items from our collection. By the end of the

The first part of the report discusses the background and objectives of the study. It highlights the importance of understanding the factors that influence the performance of the system under investigation.

The second part of the report presents the methodology used in the study. This includes a detailed description of the experimental setup, the data collection process, and the statistical methods employed for data analysis.

The third part of the report discusses the results of the study. It presents the data obtained from the experiments and provides a detailed analysis of the findings. The results show that the system performs well under the conditions tested, with some minor variations observed.

The fourth part of the report discusses the conclusions drawn from the study. It summarizes the key findings and provides recommendations for future research. The study suggests that further investigation is needed to optimize the system's performance under different conditions.

The fifth part of the report provides a detailed discussion of the limitations of the study. It acknowledges the constraints of the experimental setup and the potential sources of error. It also discusses the implications of these limitations for the interpretation of the results.

The final part of the report provides a summary of the study and its contributions. It reiterates the main findings and emphasizes the significance of the research. It also provides a list of references for further reading.

year we were serving 398 individual patrons and the residents of 85 area institutions. A concerted effort was made to increase public awareness of the Talking Books program by staff participation at special events, radio interviews, displays and the wide distribution of literature.

The demand for 16mm films continues to far outstrip our ability to provide service. A major activity of the audio-visual staff was to screen each film in the collection to identify those needing replacement because of poor physical condition or outdated contents. As a result, 82 prints were withdrawn from the collection. We used part of our reserve fund to purchase new prints and added 152 new films to the collection--ending the year with 650 films. We are still woefully short of films, but the condition of the collection is much improved. During the year the 650 films were shown 27,939 times to 622,864 viewers.

The system continues to supply member libraries, reading centers, and institutions with rotating collections of books and recordings on long-term loan. Bulk loans totaled 67,005 this year--up 6% from last year. This service enables even the smallest libraries to always have a fresh stock of newer books for its patrons. It also enables libraries to quickly get special collections of materials for a specific purpose--such as a collection of large print books for placement in a nursing home or a collection of craft books for

The second part of the document provides a detailed overview of the various methods used to collect and analyze data. It describes the different types of data sources, such as surveys, interviews, and focus groups, and explains how this information is used to identify trends and patterns. The document also discusses the importance of ensuring the reliability and validity of the data collected.

The third part of the document focuses on the development and implementation of policies and procedures designed to promote ethical behavior and prevent conflicts of interest. It outlines the key principles that should guide decision-making and provides examples of specific measures that can be taken to ensure compliance. The document also discusses the importance of ongoing monitoring and evaluation to ensure that these policies remain effective over time.

The fourth part of the document discusses the role of external stakeholders, such as regulators and the public, in the oversight of the financial system. It explains how these groups can provide valuable input and feedback, and how this information can be used to improve the system. The document also discusses the importance of maintaining open communication and transparency with these stakeholders.

The fifth and final part of the document provides a summary of the key findings and conclusions. It reiterates the importance of maintaining accurate records, ensuring the reliability of data, and promoting ethical behavior. The document also provides recommendations for future research and action, and emphasizes the need for continued vigilance and improvement in the financial system.

use by a local organization. At any given time roughly 40% of our 196,000 books and 70% of our 12,000 recordings are on deposit in our member libraries.

One important System activity that cannot be measured with statistics is the consultant service to our member libraries. Trustees and librarians call on us for assistance with increasing frequency. Help is given planning new buildings and additions, understanding library legislation, organizing financial records, selecting materials and equipment, weeding library collections, recruiting staff members, revising policies and procedures, and a host of other areas of library operation. We are the first to admit we don't have all the answers, but our role as consultants is perhaps the most satisfying part of our jobs.

Library service to state and federal institutions expanded this year as we began operation of a full time library--serving both patients and staff--at the Chester Mental Health Center. We also maintained service to the A. L. Bowen Children's Center, the Marion Federal Penitentiary, and four state correctional centers.

Library service to the state correctional institutions has three elements. First, we offer a public library type of service in which the residents have access to virtually all materials available to people outside the walls. Second, the

The purpose of this study was to determine the effect of the use of the following methods of instruction on the knowledge and skills of the students.

Methods

The study was conducted in the Department of Medical Education, University of Illinois at Chicago, Chicago, Ill. The study was conducted in the Department of Medical Education, University of Illinois at Chicago, Chicago, Ill.

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library supports the institution's numerous educational programs at the secondary, vocational and college levels. Third, the library provides access to legal information. Extensive law libraries are maintained at the adult correctional facilities, and we obtain significant back-up service from the SIU School of Law Library.

The System worked with the public libraries in Carbondale and Marion to inaugurate a shared staffing project. Our project--the first one south of the Chicago area--enables two or more public libraries to upgrade their professional staffs, and benefits from LSCA funds during the first three years of operation. Funds for additional projects in our area can be available to libraries that wish to cooperate with each other to improve local library service.

While the above mentioned services consume most of the Shawnee Library System's resources, many other services are offered to our member libraries. The interlibrary cooperation project encourages closer working relationships between different types of libraries. The system offers workshops for the in-service training of library personnel. Librarians and trustees are kept informed about important developments in library legislation. All public libraries participate in a system-wide reciprocal borrowing agreement.

In March, 1978 the System Board of Directors approved plans for a 10,000 square foot addition to the System Headquarters building. While the size of our building fund does not permit construction at the present time, our plans are at the stage of development where construction could begin shortly after funds do become available. The plans are the result of almost two years work by the Board, the staff, and our architect.

We end the year with a fund balance of \$365,527.19.

Planned uses of this money are:

Payment for encumbered items	\$ 59,307.27
Replacement of vehicles	13,131.15
Reserve for special projects	70,458.51
Operating reserve	82,195.77
Building fund	140,434.49

4. The fourth part of the document discusses the consequences of failing to maintain accurate records. It states that individuals who fail to comply with the requirements may be subject to fines and penalties.

6. The sixth part of the document discusses the role of the government in regulating the financial system. It states that the government has a responsibility to ensure that the financial system is fair and transparent, and that it is free from fraud and corruption.

